

Joseph D. Morelle
25th District, New York

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Committee on House Administration
Ranking Member

Committee on Appropriations
*Subcommittee on Commerce, Justice,
Science, and Related Agencies
Subcommittee on Energy and Water
Development, and Related Agencies*

Congress of the United States
House of Representatives
Washington, DC 20515

Internship Opportunity: Office of the Representative Joseph D. Morelle

Rochester, NY

The District Office of the Representative Joseph Morelle, NY-25 in **Rochester, NY**, will be accepting applications for an **in-person internship** during the **Fall Semester, 2023**.

Applications will be accepted **June 26th, 2023 – July 15th, 2023**

Interns will be responsible for:

- Completing constituent calls
- Writing letters, certificates, and proclamations
- Day-to-day office work
- Interacting with members of staff in the Rochester office and virtually in the D.C. office
- Other duties delegated by members of staff including various constituent case work or work on District-based projects of importance

As a result, interns will learn about the functions of a congressional office, congressional communications, and the legislative process.

Ideal candidates should possess excellent communications skills, a strong attention to detail, the ability to work in a fast-paced environment, and a good sense of humor. New York State ties are preferred but not required.

Interested applicants should submit the following:

- Resume
- One-page writing sample
- Cover letter
- Dates of availability

Applications should be sent in PDF format to Brooke.Strausbaugh@mail.house.gov with “NY-25 Fall 2023 District Internship” in the subject line.

The deadline for this internship application is **July 15th, 2023**, but applicants are encouraged to submit their application early. Interview requests will be sent out following the July 15th deadline.

For more information on the District internship please visit:
<https://morelle.house.gov/congressional-internships>